



**CITY OF DALLAS**  
**Urban Renewal Advisory Committee**  
**Dallas City Hall**  
**187 SE Court Street, Dallas, Oregon 97338**  
**Tuesday, November 3, 2015 – 5:30 p.m.**

**MINUTES - DRAFT**

**Members Present:** Chair Rich Rohde, Nancy Adams, Bob Brixius, Brian Dalton, Jim Fairchild, Joe Koubek, David Shein and LaVonne Wilson,

**Absent:** Ken Jacroux

**Staff:** Community Development Director Jason Locke, Planner Suzanne Dufner

**CALL TO ORDER**

Chair Rich Rohde called the meeting to order at 5:30 p.m.

**APPROVAL OF MINUTES**

The minutes of the September 1, 2015 meeting were presented and approved.

**PUBLIC COMMENTS**

There were none.

**OLD BUSINESS**

Jason Locke provided an update on recent projects. City staff is in the final stages of selecting new banner poles. Staff will ask for feedback from URDAC on the proposed selection in the future. One half of the benches ordered from Bob Evans have been completed. The City will start placing them around town and hold some in reserve for future use. There continues to be problems with water not infiltrating along the sidewalk of the 800 Block of Main Street. The contractor has been contacted to remedy the situation. Joe Koubek asked whether the banner poles would have power. Jason replied probably not, as this complicates the project with metering, support equipment, etc.

Suzanne Dufner provided an update on the Façade Grant Program. The Blue Garden is making progress and received an interim progress payment for work completed to date. The neon sign is still in the shop but should be done shortly. Bob is waiting to install the sign until closer to the opening date. The City has also been working with the Downtown Association on a mural project on the side of the Polk-a-Dots building.

Jason reminded folks the City also has a Commercial Façade Loan Program for any commercial property in the City. Loans are available for façade improvements up to \$20,000 at a 4% interest rate. Many businesses have taken advantage of this program in the past such as, Washington Street Pub/Grill, Jackie Lawson's building, and McMullins (Capitol Auto now). URDAC members can let folks know about these funds and refer them to City staff for more information about the program.

Joe Koubek provided an update on the Ford Institute Project. The designs are ready to go after a long delay working with the City on the layout. The signs should go to the manufacturer in a couple of days.

34 **NEW BUSINESS**

35 Jason introduced the Downtown Projects Matrix and noted it was up to URDAC members to prioritize  
36 the projects. He reminded the Committee that Jefferson Street remains untouched except for sidewalk  
37 improvements in front of the Civic Center.

38 Chair Rhode clarified the projects total \$260,000-300,000. All of the projects should be able to be  
39 completed by the end of the URA period.

40 Jason recommended grouping the Jefferson Street projects together, and that the Committee complete  
41 some minor infill projects for the next 2 years if the Court Street project is the highest priority in order  
42 to allow time for funds to accumulate for this project. Jason clarified the amount of funding available  
43 this year is around \$40,000-50,000. Joe Koubek suggested prioritizing all of the low cost items  
44 (#1,3,4,5,6,11) as these would provide the biggest bang for the buck.

45 Further discussion ensued regarding the timing and priority of certain projects and which street blocks  
46 to focus on first. Staff noted funding from the state might be available in the future to help with the  
47 unfinished blocks of Main Street. Jason recommended grouping the projects into 4 main groups and  
48 completing Jefferson B projects before the A projects to allow time for coordination with ODOT and the  
49 County:

50 1. Jefferson – A. 1, 2, 3 and B. 4, 5, 6; 2. Washington; 3. Main; 4. Court.

51 The Committee agreed by consensus this was the recommended priority order and that the project  
52 priorities would be monitored and potentially modified in the future depending on what opportunities  
53 or obstacles arise. Jason noted the sidewalk in the 600 Block of Main Street may be the exception as  
54 this is a safety hazard.

55 **MEMBER COMMENTS**

56 Joe Koubek noted the Dallas Fire Department recently purchased a new fire apparatus.

57 **STAFF COMMENTS**

58 None.

59 **OTHER BUSINESS**

60 Staff introduced a handout that explains activities currently happening in the URA District. The update  
61 will be sent out on a regular basis in the future to keep URDAC informed on current activities.

62 The meeting adjourned from City Hall at 6:42 p.m.